



# TOWN OF HINGHAM

## CONSERVATION COMMISSION

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### APPLICATION CHECKLIST

### REQUEST FOR DETERMINATION OF APPLICABILITY

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Please submit the following information to the Hingham Conservation Commission:

- ☐ Two (2) complete, signed copies of the most recent WPA Form 1, available at <http://www.mass.gov/eea/agencies/massdep/service/approvals/wpa-form-1.html>
- ☐ Town of Hingham Wetlands Bylaw Fee (fees for legal notice will be forwarded to the applicant)
- ☐ A signed copy of the Conservation Commission's Policy on Receipt of Information, available at <http://www.hingham-ma.gov/DocumentCenter/View/3448>
- ☐ A brief narrative describing the proposed activity
- ☐ Proof that a copy of the complete application was sent to the MA Department of Environmental Protection, Southeast Office
- ☐ Two (2) complete copies of project plans that include the following information:
  - Location of all known resource areas
  - 50 and 100 foot buffer lines from resource areas
  - 200 foot Riverfront Area, if applicable
  - FEMA Floodplain boundaries, if applicable
  - Location of existing structures and/or vegetation
  - Location of proposed structures and/or vegetation
  - Shortest distance from proposed disturbed areas to known resources
- ☐ Plans larger than 11 x 17 need to be submitted electronically or on disk
- ☐ OPTIONAL
  - Photographs of the property where activities are proposed
  - Voluntary Waiver of Deadlines